

[REDACTED]
4 May 1979

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MEMORANDUM FOR: Chief, Plans & Programs Staff, OL

VIA: Director of Training *ATF*

FROM: [REDACTED]

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SUBJECT: Required 5% Reduction in Agency Energy Use (C)

REFERENCE: Memo to [REDACTED] from C/P&PS/OL (OL 9 1740) dated 1 May 1979, Subject: Same

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1. We are in receipt of your memorandum as referenced and the attached directive from President Carter concerning subject above. (U)

2. [REDACTED] will immediately comply with the required 5% reduction in energy use by setting thermostats at no more than 65° during working hours and 55° during nonworking hours for the heating season, and at no lower than 80° for the cooling season, [REDACTED]

[REDACTED] will reduce use of all automotive fuels by 10%. We propose to reduce the number and distance of over-the-road trips [REDACTED]

[REDACTED] We also plan to reduce the interior lighting of all [REDACTED] buildings and require compliance by [REDACTED] to turn off [REDACTED] lighting and electrical appliances when not in use. [REDACTED]

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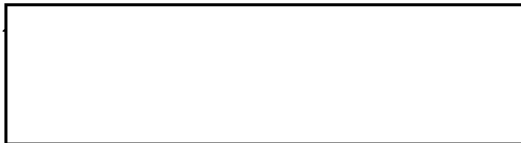
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Use (C)



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3. We will provide more detailed energy conservation plans and energy-saving accomplishments in the annual energy report due 15 June 1979. In the interim, we are taking the steps indicated and will closely monitor the results.



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